

Lansing, Michigan

March 6, 2007

A regular meeting of the State Administrative Board was held in the Forum, 1st Floor, Michigan Library and Historical Center, on Tuesday, March 6, 2007, at 11:00 a.m.

Present: Kelly Keenan, Chief Counsel, representing Jennifer M. Granholm, Governor, Chairperson
Kristie Profit, Policy Advisor, representing John Cherry, Lt. Governor
Patrick F. Isom, Assistant Attorney General, representing Michael A. Cox, Attorney General
Mary G. MacDowell, Director, Financial Services Bureau, representing Robert J. Kleine, State Treasurer
Joe Pavona, Director, Bureau of Administrative Services, representing Terri Lynn Land, Secretary of State
Elaine Madigan, Executive Director of School Finance and School Law, representing Michael P. Flanagan, Superintendent of Public Instruction
Wayne Roe, Jr., Administrator, Contract Services Division, representing Kirk T. Steudle, Director, Department of Transportation
Sherry Bond, Secretary

Others Present:

Joel Storch, Department of Information Technology; James Burris, Tony DesChenes, Kathy Hacker, Debbie Roberts, Janet Rouse, TeAnn Smith, Kristi Thompson, Department of Management and Budget; Pam Lavender, Department of Transportation; John Walter, Michigan Strategic Fund

1. CALL TO ORDER:

Mr. Keenan called the meeting to order and led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Mr. Pavona moved to approve the minutes of the regular meeting held on February 20, 2007. The motion was supported by Ms. MacDowell and unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD:

NONE

4. COMMUNICATIONS:

2007 First Quarter Report of the Chief Compliance Officer of the Michigan Strategic Fund

5. UNFINISHED BUSINESS:

NONE

6. NEW BUSINESS:

Retention and Disposal Schedules:

GENERAL SCHEDULE #18, Local Fire/Ambulance Departments, 3/6/2007

DEPARTMENT OF COMMUNITY HEALTH

Bureau of Budget and Audit, Office of Audit, 3/6/2007

Office of Recipient Rights, 3/6/2007

DEPARTMENT OF HUMAN SERVICES, Office of Communication Division,
Customer Service Unit, 3/6/2007

DEPARTMENT OF LABOR AND ECONOMIC GROWTH, Office of Financial and
Insurance Services, Securities, 3/6/06

DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, Construction and
Facilities Management, 3/6/2007

Ms. MacDowell moved that the Retention and Disposal Schedules be approved and adopted. The motion was supported by Mr. Pavona and unanimously approved.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:
(Please see the following pages)

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Ms. MacDowell presented the Finance and Claims Committee Report for the regular meeting of February 27, 2007. After review of the forgoing Finance and Claims Committee Report, Ms. MacDowell moved that the Finance and Claims Committee Report covering the regular meeting held February 27, 2007, be approved and adopted with Items 11(1), 11(2) and 15(2) be withdrawn at the State Administrative Board meeting on March 6, 2007. The motion was supported by Mr. Pavona and unanimously approved.

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Ms. MacDowell presented the Building Committee Report for the regular meeting of February 28, 2007. After review of the forgoing Building Committee Report, Ms. MacDowell moved that the Building Committee Report covering the regular meeting held February 28, 2007, be approved and adopted. The motion was supported by Mr. Pavona and unanimously approved.

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Mr. Pavona presented the Transportation and Natural Resources Committee Report for the regular meeting of February 28, 2007. After review of the forgoing Transportation and Natural Resources Committee Report, Mr. Pavona moved that the Transportation and Natural Resources Committee Report covering the regular meeting held February 28, 2007, be approved and adopted. The motion was supported by Ms. MacDowell and unanimously approved.

8. MOTIONS AND RESOLUTIONS:

NONE

9. ADJOURNMENT:

Mr. Pavona moved the meeting be adjourned. The motion was supported by Ms. MacDowell and unanimously approved. Mr. Keenan adjourned the meeting.

SECRETARY

CHAIRPERSON